



IOWA – EIP Assessment Implementation and Migration Weekly Project Status Report

Weekly Status Report

Submitted by: **Tim Myers**

Week Ending: **December 24, 2004**

PROJECT STATUS

Overall Project Status Level

Green

ACTIVITIES PERFORMED DURING THE PERIOD

- Week 3 – Draft the Presentation Package
- Began Steering Committee Mission Statement—special session on Wednesday morning to complete

PROBLEMS, CONCERNS AND RECOMMENDATIONS

1. No problems or concerns at this time.

ACTIVITIES SCHEDULED FOR NEXT WEEK

- Week 4 – Redline Session for Presentation Package



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COEUR SUMMARY STATUS OF DELIVERABLES

Infrastructure Steering Committee—Tim Myers, Facilitator/Mike Bacino, Chair

Complete ☑	Deliverable	Status	Due Date	Date Completed
☑	Team Mission Statement	Complete	12/9/04	12/9/04
☑	Weekly Status Report	Complete	12/9/04	12/9/04
☑	Develop Risk Assessment	Complete	12/23/04	12/22/04
☑	Define Barriers and Issues	Complete	12/16/04	12/16/04
☑	Conduct Risk Assessment	Complete	12/21/04	12/22/04
☑	Prioritize Risk	Complete	12/16/04	12/16/14
☑	Define Mitigation Plan	Complete	12/21/04	12/22/04
☑	Develop Project Plan	Complete	12/23/04	12/22/04
☑	Work plan with realistic timeframes for implementation	Complete	12/21/04	12/22/04
☑	Implementation costs by fiscal year	Complete	12/21/04	12/22/04
☑	Budget Process guidelines	NA	12/16/04	12/16/04
☑	Process maps and control points	Complete	12/21/04	12/22/04
☑	Project Plan dealing with Critical applications and setting priorities for installation	Complete	12/21/04	12/22/04
☑	Resources to implement consolidation/on-going needs	Complete	12/21/04	12/22/04
☑	Installation plans (include disposition of existing hardware and software)	NA	12/21/04	12/22/04
☑	Business requirements during transitional and final phases of consolidation	Complete	12/21/04	12/22/04
☑	Cultural Considerations	Complete	TBD	12/22/04
☑	Define barriers and issues	Complete	TBD	12/22/04
☑	Communications Plan	Complete	TBD	12/22/04

Project Status Report

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12/28/04





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Complete <input checked="" type="checkbox"/>	Deliverable	Status	Due Date	Date Completed
<input checked="" type="checkbox"/>	Staffing Plan	Complete	TBD	12/22/04
<input checked="" type="checkbox"/>	State Code Changes	Complete	TBD	12/22/04
<input checked="" type="checkbox"/>	Develop Key Activities and Framework for Recommendations	Complete	12/23/04	12/22/04
<input checked="" type="checkbox"/>	Define Key Activities	Complete	12/9/04	12/9/04
<input checked="" type="checkbox"/>	Define Event Horizons	Complete	12/16/04	12/22/04
<input checked="" type="checkbox"/>	Define Milestones and Expected Outputs	Complete	12/16/04	12/22/04
<input checked="" type="checkbox"/>	Define Implementation Cost Elements	Complete	12/21/04	12/22/04
<input type="checkbox"/>	Presentation Package for Governor		1/14/05	
<input type="checkbox"/>	Develop Executive Presentation	Work in Progress	12/21/04	
<input type="checkbox"/>	Final Presentation Review		1/11/05	
<input type="checkbox"/>	Executive Sponsor Reviews		1/13/05	
<input type="checkbox"/>	Executive Presentation		1/14/05	